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# FIELD TRIP REQUEST FORM

A SEPARATE FORM FOR EACH TRIP)

Student field trip. See below reference distribution section for details concerning each type of trip.

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Sutter Middle School

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Sacramento City Unified School District  
**OUT-OF-STATE OR OUT-OF-COUNTRY  
TRAVEL REQUEST**

Sutter Middle School  
School Name  
Date 02 / 13 2018  
Teacher's Name Terri Lee Brandt  
Room # 116 Telephone # 395-5370  
Field Trip Destination Washington DC, Williamsburg, Gettysburg

To study the historical sites, museum, government buildings, memorials

and monuments as they pertain to the development and growth of the United States

2/22/19

Date

3/1/19

Date

3/8/19

Date

through the Holocaust museum and the African American museum

TRAVEL REQUEST FORM (ACC-F014)

Sacramento City Unified School District

Instructions: This form must be completed and received in Accounts Payable at least 30 days prior to the departure date. 60 days if out of state.

Request to Attend:

Purpose for Attending:

[REDACTED]

CRISTIN TAHARA-MARTIN

2/27/19

Business Meeting

Continued Education Credits

Date

REQ # NA

School/Department | Stiller Middle School

Date

Date | 2/19/2019

Date(s) of Event | April 10 to April 15, 2019

Location | Washington D.C., Williamsburg, Charlottesville

Event Title (attach brochure)

School Tours of America--Washington D.C., Williamsburg and Charlottesville

2/8/19  
Date

[REDACTED]